

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
CLEARVIEW, 198 COUNTY DF, JUNEAU, WI 53039
IN THE CHAPEL**

July 11, 2018

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 7:45 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
Dan Hilbert
William Hoekstra
Tom Schaefer

NON-COMMITTEE MEMBERS PRESENT

None

ALSO PRESENT: Jim Mielke, Dodge County Administrator; Russell Kottke, Dodge County Board Chairman; Jane Hooper, Administrator / Executive Director; Sarah Hinze, Dodge County Director of Human Resources; Bill Wiley, Director of Finance; Ann Schulz, Director of Nursing; Jim Hill, Director of Environmental Services; Jackie Kuhl, Brain Injury Center Unit Coordinator; Alyssa Gahlman, Director of Support Services; Jessica Streaan, Assisted Living Supervisor; Heather Ninmann, IID Household Specialist; Adam Kikkert, Maintenance Lead; and Jill Soldner, Administrative Secretary.

3. **PUBLIC COMMENT:** None to report.
4. **APPROVAL OF MINUTES OF JUNE 6, 2018 MEETING:** Motion made by Hilbert to approve the June 6, 2018 Minutes; seconded by Derr. Motion carried.
5. **INVOLUNTARY DISCHARGES:** One to report.
6. **CENSUS REPORTS:**

CBIC:	18 of 30, with several discharges last week, 3 pending admissions awaiting financial approval
Clearview:	104 of 120, with at least 1 admission this week
Clearview Behavioral Health 1/2/3/4:	9 (CBH 1), 10 (CBH 2), 9 (CBH 3), 10 (CBH 4) = 38 of 40

ICF-IID (formerly FDD): 45 of 46
Trailview 4 of 4
Clearview Community Group Home: 3 of 4, with 1 respite admission next week
Northview Heights (CBRF): 18 of 20

7. **ADMINISTRATOR'S REPORT:**

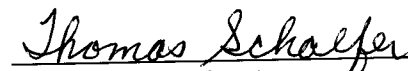
- **Update: Siding Project ~ Jim Hill, Director of Environmental Services, and Adam Kikkert, Maintenance Lead:** Hill and Kikkert gave a PowerPoint presentation of siding pictures taken in June 2018, to show the changes since late June 2017.
- **Consider, Discuss, and Take Potential Action on "Resolution to Create One Position of *Clinical Care Coordinator* at Clearview":** A Resolution was reviewed by the Committee to create one new, full-time, benefited position of *Clinical Care Coordinator*, effective January 1, 2019. Motion by Derr to approve the Resolution as drafted; seconded by Hilbert. Motion carried. The Resolution will go before the County Board of Supervisors on August 21, 2018.
- **Johnson Block Financial Statement Review:** Wiley reported that the audit for 2016-2017 is ready, as of July 10, 2018. He also noted that since the beginning of the year and the start of MatrixCare, collections have improved. There has been positive cash flow in the last four months.
- **Update on Contracts – Preferred Provider:**
 - **Optum / United HealthCare ("UHC"):** Clearview is in network with Optum/United HealthCare, as of July 1, 2018, for the nursing home license only at this time. John Deere employees can now come to Clearview for services, with the normal three-day hospital stay waived. Clearview is now on the preferred list for hospitals for patients with United HealthCare coverage.
- **LeadingAge: Long Term Care Workforce Crisis ~ Ann Schulz, Director of Nursing:** Ann Schulz, Director of Nursing, reviewed the Long-Term Care Workforce Crisis Report provided by LeadingAge. Schulz discussed current Dodge County benefits, Clearview benefits, and efforts toward employee staffing and engagement. Current payroll base journaling staffing numbers were discussed as well.
- **Nursing Department Update ~ Interim Director of Nursing:** Ann Schulz, Director of Nursing has announced her retirement effective August 2, 2018. Erin Blank, Assistant Director of Nursing, has been appointed Interim Director of Nursing effective August 2, 2018.

FINANCE REPORT ~ BILL WILEY:

- **Marsh Country Health Alliance – 2019 Rate Setting:** Wiley updated the Committee that the MCHA members voted to approve the 2019 assessment for all member counties other than Dodge. The assessment for 2019 is \$367,629. This is based on the 2017 Medicaid cost report filed in May 2018.
 - **2019 Capital Improvement Plan:** Wiley reviewed with the Committee the proposed Clearview items for the 2019 Capital Improvement Plan. A vehicle was listed in each of the five years. He also explained that \$80,000 is being proposed for each of the five years to replace the defective siding on the main Clearview building.
 - **2018 Write Off of Uncollectible Receivables:** Wiley notified the Committee that the Clearview Executive Director had authorized the write-off of a number of uncollectible accounts in the amount of \$83,185.37. He explained the various reasons of why the accounts were written off and which areas of the campus were affected.
8. **DETERMINE NEXT MEETING DATES AND TIMES:** *Tuesday, July 17, 2018, at 7:30 a.m.,* at the Administration Building, 127 East Oak Street, Rooms F & G, Juneau, Wisconsin, and *Tuesday, August 7, 2018, at 7:30 a.m.,* in the Chapel at Clearview, 198 County DF, Juneau, Wisconsin.
9. **ADJOURN:** There being no further business to come before the Committee, Motion by the Chair to adjourn. Meeting adjourned at 9:41 a.m.

Dated this 7th day of August, 2018.

Respectfully submitted,


Thomas Schaefer, Secretary